



STATE PROCUREMENT OFFICE
NOTICE OF REQUEST TO AMEND AN EXEMPTION
FROM HRS CHAPTER 103D CONTRACT

12 SEP 28 P1:25
STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Health/FHSD/FCSS
Name of Requesting Department

Pursuant to HRS §103D-102(b)(4) and HAR section 3-120-5(d), the Department requests to amend an exempt contract as follows:

1. SPO-007, Exemption Reference (PE) Number: 10-018-B

2. Vendor/Contractor/Service Provider Name: Prevent Child Abuse Hawaii

3. Describe the goods, services, or construction:

This contract will support the Child Abuse Prevention and Public Awareness requirements for the Federal Community Based Child Abuse Prevention (CBCAP) grant administered by the Department of Health. It is expected that services will support the public awareness activities such as observance and implementation of the National Child Abuse Prevention Month (including the annual Teddy Bear Drive and the Pinwheels for Prevention which are proprietary to Prevent Child Abuse Hawaii (PCAH) and the Child Abuse Prevention Planning (CAPP) Council) activities. In addition, year-round family strengthening events shall be coordinated statewide. PCAH will also conduct monthly child abuse prevention meetings, and will coordinate and collect educational and training data related to the promotion of strategies related to the prevention of child abuse and neglect.

4. Explain in detail what is being amended:

An additional \$65,000.00 of federal CBCAP funds will be added to support the continuation of community-based efforts to develop, operate, expand, and enhance, and where appropriate, network initiatives aimed at the prevention of child abuse and neglect by PCAH.

5. Amended contract price for this request: \$ \$365,000.00

6. Explain in detail why the amendment(s) are necessary:

Additional CBCAP grant funds became available and the infusion of these funds will support and strengthen the existing prevention networks and partnerships statewide and will increase the participation in the planning and implementing of public awareness and child abuse prevention month activities and CAPP Council proprietary events.

7. Identify the primary responsible staff person(s) conducting and managing this procurement. Appropriate delegated procurement authority and completion of mandatory training required.)

*Point of contact (Place asterisk after name of person to contact for additional information.)

Name	Division/Agency	Phone Number	Email address
*Gordon Takaki	FHSD	(808) 733-8365	gordon.takaki@doh.hawaii.gov

*All requirements/approvals and internal controls for this expenditure is the responsibility of the department.
I certify that the information provided is to the best of my knowledge, true and correct.*

Department Head Signature

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 10/1/2012

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approval is granted and is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System.

If there are any questions, please contact Bonnie Kahakui at 587-4702, or bonnie.a.kahakui@hawaii.gov.

☒ Approved

☐ Disapproved

☐ No Action Required

James J. Filler
Chief Procurement Officer

10/8/2012
Date

AUG 19 2009

ASU

FHSD

AUG -3 P2:14



STATE PROCUREMENT OFFICE
NOTICE OF AND REQUEST FOR EXEMPTION
FROM CHAPTER 103D, HRS

TO: Chief Procurement Officer
 FROM: Department of Health FHSD/FCSS

Department/Division/Agency

Pursuant to §103D-102(b)(4), HRS, and Chapter 3-120, HAR, the Department requests a procurement exemption to purchase the following:

3 Description of goods, services or construction:

This contract will support the Child Abuse Prevention and Public Awareness requirements for the Federal Community Based Child Abuse Prevention (CBCAP) grant administered by the Department of Health. It is expected that services will support public awareness activities such as observance and implementation of the National Child Abuse Prevention Month (including the annual Teddy Bear Drive, the annual Child Abuse Prevention Conference, and the Pinwheels for Prevention events which are proprietary to Prevent Child Abuse Hawai'i (PCAH) and the Child Abuse Prevention Planning (CAPP) Council) activities. In addition, year-round family strengthening events such as Family Story Time shall be coordinated statewide. PCAH will also conduct monthly child safety and child abuse prevention meetings, and coordinate and collect educational and training data related to the promotion of strategies related to the prevention of child abuse and neglect.

4 Name of Vendor: Prevent Child Abuse Hawai'i

Address: 1575 South Beretania Street, Suite 206
 Honolulu, Hawai'i 96826

5. Price:

\$300,000.00

6

Term of Contract:

From: 2/1/10

To: 6/30/13

7 Prior Exemption Ref. No.
 09-064-B

8 Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State: The Maternal and Child Health Branch (MCHB) believes that procurement by competitive means to support Child Abuse Prevention Awareness Month activities using the funds from the federal Community Based Child Abuse Prevention (CBCAP) grant is neither practicable nor advantageous to the State due to the following: The CAPP Council has met under the direction and guidance of Prevent Child Abuse Hawai'i (PCAH) for the past 25 years. Led by PCAH, the CAPP Council meets monthly and brings together prevention leaders from State and private organizations as well as branches from the military statewide. Competitive procurement by the State is not practical as it will lead to the duplication or competition of an organized community-based, collaborative effort which has been in place since 1983.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

The MCHB is the recipient of the federal CBCAP grant whose purpose is to "support community-based efforts to develop, operate, expand, and enhance and, where appropriate, network initiatives aimed at the prevention of child abuse and neglect." This grant specifies that the lead agency coordinate/participate in a network whose role is the promotion and observation of Child Abuse Prevention Month in April which seeks to strengthen families to prevent child abuse and neglect. Issuing an RFP for these services is counter to the intent of the CBCAP's grant whose purpose is to support community based networking. Previous contracts for these services have been procured using the 103D process, with approval for exemption, which recognizes that PCAH and the CAPP Council have planned and developed activities that are proprietary events.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:

The services of this contract will be monitored fiscally by monthly invoices and program performance will be monitored by participation on the agency's CAPP Council. The contract agreement will be reviewed and approved by the Department of Health's MCHB, Family Health Services Division, as well as the Administrative Services Office. A single contract to support all of these efforts will provide a consistent means of collecting information and data, as required for the CBCAP federal grant, from these prevention activities for and minimize the total costs.

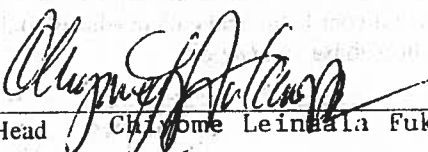
REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

12 A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:			
Name	Position	Involvement in Process	
Helene Kaiwi	Supervisor, FCSS, MCHB	<input type="checkbox"/> Approval	<input type="checkbox"/> Administration
Terri Byers	Chief, MCHB	<input type="checkbox"/> Approval	<input type="checkbox"/> Administration
Gordon Takaki	PHAO, FHSD	<input type="checkbox"/> Approval	<input type="checkbox"/> Administration
Loretta Fuddy	Chief, FHSD	<input type="checkbox"/> Approval	<input type="checkbox"/> Administration
		<input type="checkbox"/> Approval	<input type="checkbox"/> Administration
		<input type="checkbox"/> Approval	<input type="checkbox"/> Administration

13 Direct inquiries to:	Department: Department of Health
	Contact Name: Terri Byers
	Phone Number: 733-4044
	Fax Number: 733-9078

Agency shall ensure adherence to applicable administrative and statutory requirements

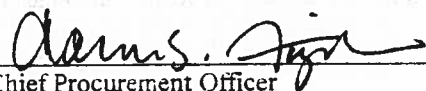
14 I certify that the information provided above is, to the best of my knowledge, true and correct.

		JUL 30 2009
Department Head	Chiome Leiniala Fukino, M.D.	Date

15 .Date Notice Posted <u>8/4/09</u>	
<p>The Chief Procurement Officer is in the process of reviewing this request for exemption from Chapter 103D, HRS. Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven calendar days or as otherwise allowed from the above posted date to:</p> <p align="center"> Chief Procurement Officer State Procurement Office P.O. Box 119 Honolulu, Hawaii 96810-0119 </p>	
<p>Chief Procurement Officer's comments:</p> <p align="center"> This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply. Department is reminded that procurements \$2,500 or more are required to be posted on the Procurement Reporting System. </p>	

16

☒ **APPROVED**
☐ **DISAPPROVED**
☐ **NO ACTION REQUIRED**

	<u>8/14/09</u>
Chief Procurement Officer	Date